



SITE PLAN REPORT

CSIT-4-14-1440

Planning & Development Department

Plan Commission, 6:00pm, May 12, 2014

Submitted: 4/25/2014

To: Village of Weston Plan Commission

From: Jennifer Higgins, Director of Planning & Development

Case: **CSIT-4-14-1440: Site Plan Approval – Façade Upgrade**

Name: Family Foot & Ankle Clinic

Address of Project: 5403 Normandy Street

Requested Action: Approval of the proposed façade changes to the existing building at 5403 Normandy Street

Staff Recommendations: Staff recommends approval of the proposed façade changes per the specifications, conditions, and limitation of this submitted staff report. Staff requests the authority to work with the applicant on future accent lighting on the building.

Related Cases: CSIT-8-13-1358 ERU-8-13-1359 Site Plan Application - Family Foot & Ankle – Sept 2003
Wonderfully Made Daycare Site Plan – 2007

General Information		
<i>Applicant</i>	Family Foot & Ankle Clinic	
<i>Applicant Address</i>	2405 Schofield Avenue	
<i>Applicant Phone Number</i>	(715) 241-9042	
<i>Applicant Email Address</i>	tklsky@aol.com	
<i>Site Owner</i>	JJT Properties, LLC	
<i>Site Address</i>	5403 Normandy Street	
<i>Contact Person</i>	Brian Luedtke	
<i>Contact Phone Number</i>	(715) 241-9042	
<i>Contact Email Address</i>	Brian@brianluedtke.com ; sluedtke@sluedtke.com	
<i>Size of Site</i>	.469 Acres / 20429.64 sq ft	
<i>Existing Zoning</i>	B-2 Zone	
<i>Existing Land Use</i>	Vacant Building – Retail Space (Previously a Childcare Facility)	
<i>Adjacent Zoning</i>	North	B-3
	South	R-2
	East	B-3
	West	B-2
<i>Adjacent Land Use</i>	North	Retail – Rental Space

	South	Single Family Residential
	East	Vacant Lot
	West	Single Family Residential
<i>Comprehensive Plan Future Land Use Map Classification</i>	Commercial	

LEGAL DESCRIPTION OF SUBJECT PROPERTY:

Lot 1 of Certified Survey Map No. 16686 filed with the Register of Deeds of Marathon County, Wisconsin in Volume 78 Page 35; Part of Lot 3 Block One of Pine Park Subdivision, located in Section 18 T28N R8E, Village of Weston, Marathon County, Wisconsin, more commonly known as 5403 Normandy Street.

GENERAL DESCRIPTION:

This property is the former Wonderfully Made Day Care Center. Prior to the applicant purchasing the property from the previous owners, they came through the Plan Commission for review and approval of parking lot modifications (CSIT-8-13-1358/ERU-8-13-1359). These parking lot modifications were approved by the PC on September 9, 2013.

When the applicant came in for the interior remodel of the building, Building Inspector, Scott Tatro, found the applicant also had plans to upgrade the front façade on this building.

At that time, the applicant was directed to supply building elevations for Plan Commission review. They are attached.

CONSISTANCY WITH THE COMPREHENSIVE PLAN:

The property is located within the Commercial Future Land Use Category. This category allows for retail stores, taverns, restaurants, truck stops, gas stations, farm coops, farm implement dealerships, automobile dealerships, business offices, motels/hotels, offices, telephone/gas company. This proposed use is consistent with the comprehensive plan.

STAFF ANALYSIS:

The following Village departments were emailed the site plan for review and comment: **S.A.F.E.R. Fire Department** (Captain Christiansen), **Everest Metro Police Department** (Chief Sparks), **Public Works & Utilities** (Keith Donner, Director of Public Works and Michael Wodalski, Deputy Director of Public Works), **Parks Department** (Shawn Osterbrink), **Planning and Development Department** (Jennifer Higgins, Director of Planning & Development; Scott Tatro, Building Inspector; and Jared Wehner, Intern).

Staff meeting held on 4/22/2014 to discuss the site plan proposal. The comments have been incorporated below.

Additional Items: Limited Site Plan information is attached to this meeting packet. Full Site Plan materials can be found online at <http://www.westonwi.gov/422/Site-Plans>.

Comparison of Proposal with Zoning Code

Lighting and Building Appearance Standards (Sec. 94.138)		
Regulation	Required	Provided
Sec. 94.138(a)(5)	(5) All outdoor lighting for commercial, industrial and multi-family uses shall be designed, located and mounted so that the maximum illumination, as measured horizontally at the lot line, does not	Not Provided – owner has not picked out a light yet. Staff requests Plan Commission allow Building Inspector to work with builder/applicant to install code complying lighting.

	exceed 1.0 foot-candles.	
Sec. 94.138(a)(6)	(6) All fixtures shall meet dark sky friendly guidelines.	Unknown owner has not picked out a light yet. Staff requests Plan Commission allow Building Inspector to work with builder/applicant to install code complying lighting.
Sec. 94.138(b)(1)	<p>(b) Building appearance standards.</p> <p>(1) The exterior walls of each building shall be constructed with face brick, or comparable material approved by the village, to cover a minimum of 60 percent of the wall area in a contiguous manner, including the building rear. Exterior Insulation Finishing Systems (EIFS) (e.g. “Dry-vit”, “Sto”, “Cement Board”, etc.) are permitted as an accent material only and will not be permitted as the predominant exterior material on any façade without the approval of the Planning Commission. The use of EIFS as an accent material should incorporate the use of color, detail, pattern, and texture to take advantage of the design flexibility it affords. EIFS can be used on canopies, spandrels, fasciae, soffits, accent bands and trim.</p>	Met - The façade is being upgraded and meets the requirement, material specifications are found on sheet 400.

A garbage enclosure is being added to the property. It is screened by wood fencing and therefore will meet code.

STAFF COMMENTS:

ITEMS NEEDING TO BE ADDRESSED BY APPLICANT PRIOR TO BUILDING PERMIT ISSUANCE:

Prior to the building permit being issued by the Village Building Inspector, the Applicant/Owner will be submit to the Director of Planning & Development the following:

- 1) Builder/Applicant works with the Building Inspector to install code complying lighting on the front of the building.

ITEMS NEEDING TO BE ADDRESSED BY APPLICANT PRIOR TO FINAL OCCUPANCY PERMIT ISSUANCE:

Prior to Final Occupancy being issued by the Village Building Inspector, the Applicant/Owner will submit to the Director of Planning & Development the following:

- 1) Any Fire Alarm and Fire Suppression System Plans. (These will be forwarded to the S.A.F.E.R. Fire Chief)

Jennifer Higgins

From: Brian Luedtke <Brian@brianluedtke.com>
Sent: Friday, May 2, 2014 1:31 PM
To: Jennifer Higgins
Cc: Tklsky@aol.com; tim.vick@charter.net
Subject: RE: Family Foot and Ankle Clinic

Jennifer

We have not selected the lights yet, can you approve the Façade with the stipulation the lights meet the requirements? I will talk with our electrical engineer Tim Vick and Joel Tikalsky to get some selected as soon as possible

Thanks

Brian

From: Joel Tikalsky [mailto:tklsky@aol.com]
Sent: Friday, May 02, 2014 11:25 AM
To: Brian Luedtke; sluedtke
Subject: Fwd: Family Foot and Ankle Clinic

Sent from my iPhone

Begin forwarded message:

From: Jennifer Higgins <>
Date: May 2, 2014 at 10:26:26 AM CDT
To: "tklsky@aol.com" <tklsky@aol.com>
Cc: Scott Tatro <statro@westonwi.gov>, Valerie Parker <vparker@westonwi.gov>
Subject: Family Foot and Ankle Clinic

Good Morning,

We are completing the façade review for the Family Foot and Ankle Clinic on Normandy Street here in the Village of Weston for the upcoming Planning Commission. It appears that the lights on the exterior are being changed out. Do you happen to have the light specs for these new lights? We need to make sure they meet dark sky friendly guidelines. If you have them, please email them to me. I didn't see them in the building permit plans Scott Tatro had.

Thanks!

Jennifer

JENNIFER HIGGINS

Director of Planning & Development

Village of Weston, WI

5500 Schofield Avenue, Weston, WI 54476

Phone: 715-241-2638 | Cell: 715-573-9785 | Fax: 715-359-6117

Architectural Review

Application

Village of Weston

Date: 04/24/2014

Permit No. CSIT-4-14-1440

Payment: ☒ Cash

☐ Check No. _____

**will pay with Bldg. Permit*



Architectural Review

\$100 Fee

[49/4950]

-- ALL FIELDS MUST BE FILLED OUT TO BE PROCESSED PLEASE PRINT LEGIBLY --

Applicant Information:

Name: Family Foot and Ankle Clinic
Phone No. 715-241-8100
Email: tklsky@aol.com
Mailing 2405 Schofield Avenue, Suite
Address: Weston, WI 54476

Owner Information:

Name: JJT Properties, LLC
Phone No. 715-212-6608
Email: tklsky@aol.com
Mailing _____
Address: _____

Applicant is: ☒ Owner ☐ Agent ☐ Other: _____

If applicant is not the owner, a Letter of Authorization from ALL PROPERTY OWNERS must be provided.

Contractor Information:

Name: Brian Luedtke & Associates
Phone No. 715-241-9042
Mailing PO Box 27, Rothschild WI 54474
Address: _____

Proposed Business Occupant Information:

Name of Family Foot and Ankle Clinic's new location
Business(es): _____
Phone No. _____
Mailing 5403 Normandy Street
Address: Weston

Project Information:

Legal description of property:		<u>Lot 1, CSM #16686, Vol. 78, Pg. 35</u>					
Parcel No.		<u>62.589.1.3.3</u>		Subdivision:		<u>Pine Park</u>	
Tax PIN No.		<u>192-2808-184-0239</u>					
Lot Area:	Acres:	<u>.469</u>		Square Feet:			
Setbacks:	Front:		Rear:		Left:		Right:
Feet of Street Frontage:							
Parcel Address:		<u>5403 Normandy St.</u>					
Current Zoning:		<u>B2</u>					
Current Adjacent Property Zoning:	North:	<u>B3</u>					
	South:	<u>R2</u>					
	East:	<u>R2</u>					
	West:	<u>B3</u>					
Type of Occupancy:		<u>Clinic</u>					
Date of Occupancy:							

THE FOLLOWING IS REQUIRED AT THE TIME OF SUBMITTAL IN BOTH A COMPLETE SET OF 11" x 17" PLOT PLANS AND IN .PDF FORMAT FOR STAFF REVIEW. INCOMPLETE PLANS WILL NOT BE REVIEWED. ONCE THE PLAN IS REVIEWED, ALL ORDINANCE REQUIREMENTS ARE MET AND THE FEE IS PAID IT WILL THEN BE PLACED ON THE AGENDA FOR THE NEXT AVAILABLE PLAN COMMISSION MEETING.

- ☐ Location of Any Existing Buildings, Proposed Building or Additions and all specifications
- ☐ Proposed Floor Elevation in Relation to Existing Grade and Street Grade
- ☐ Detailed Building Elevations along with description of materials and colors used

PLEASE NOTE WHY ANY OF THE ABOVE ARE NOT CHECKED AND ENCLOSED AT THE TIME OF SUBMITTAL:

Applicant Signature: Joel Tikalsky DPM Date: 4/24/14

Print Applicant Name: Joel Tikalsky

Site Plan Contingencies: [OFFICE USE ONLY]

Is occupancy compatible with Current Zoning? ☒ Yes ☐ No

Rezone: ☒ No ☐ Yes Reason: _____

Variance: ☒ No ☐ Yes Reason: _____

Conditional Use: ☒ No ☐ Yes Reason: _____

Approved for Plan Commission Agenda on: _____

| 1

| 2

| 3

| 4

| 5



EXTERIOR PERSPECTIVE



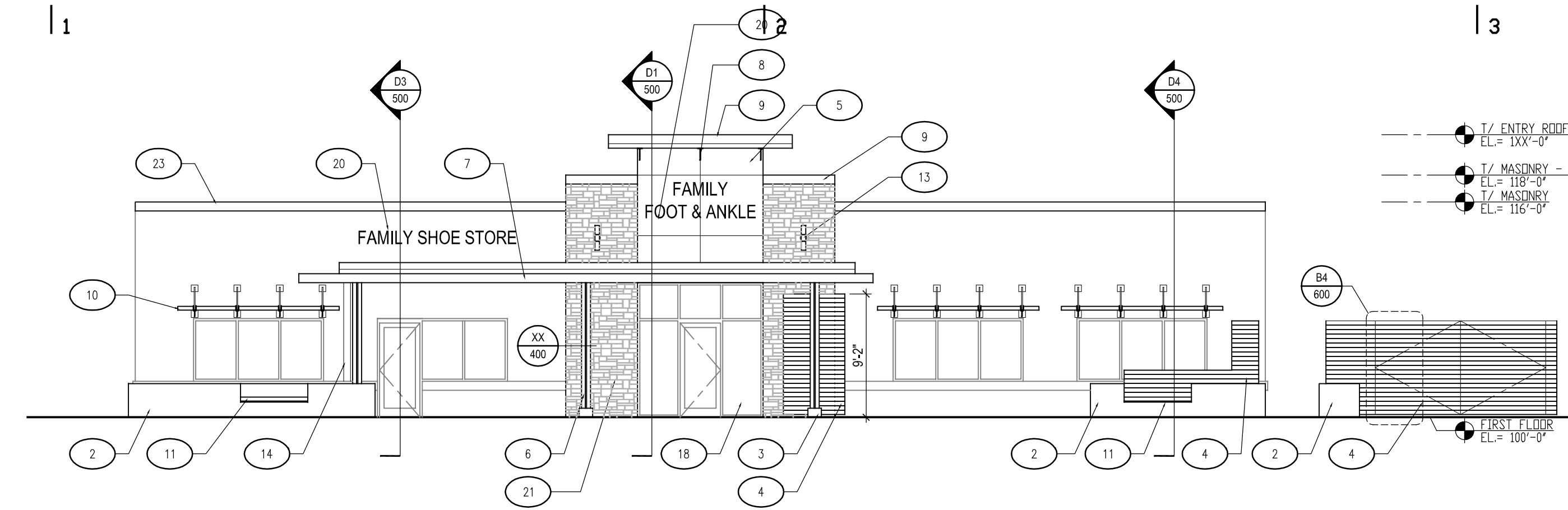
ENTRY PERSPECTIVE



SHOE STORE PERSPECTIVE

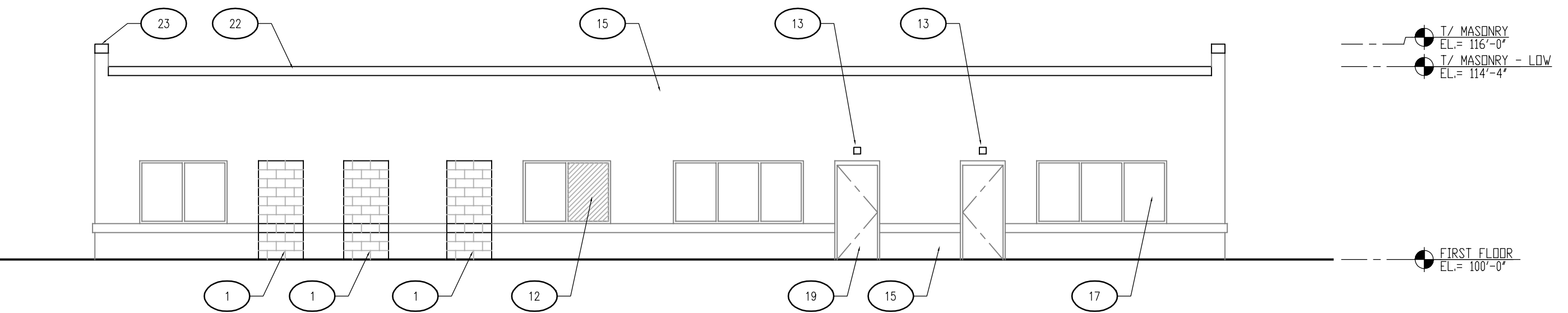


POINT OF SERVICE DESK PERSPECTIVE



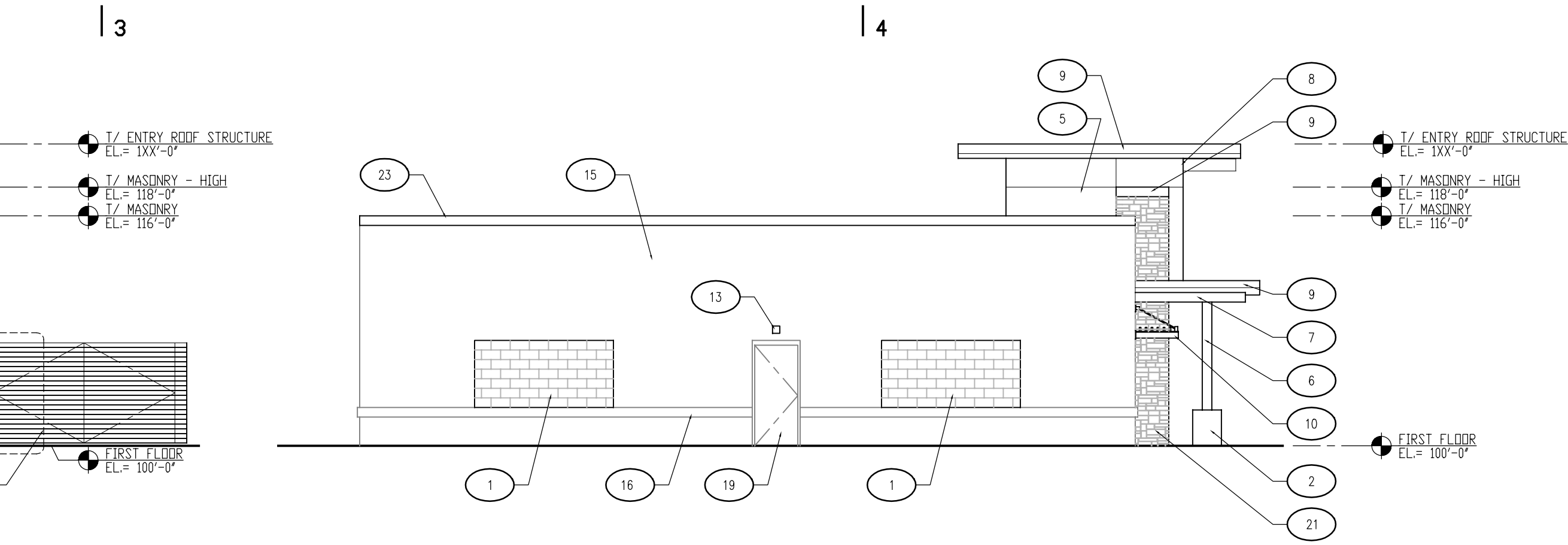
A1
400 WEST ELEVATION

1/8"=1'-0"



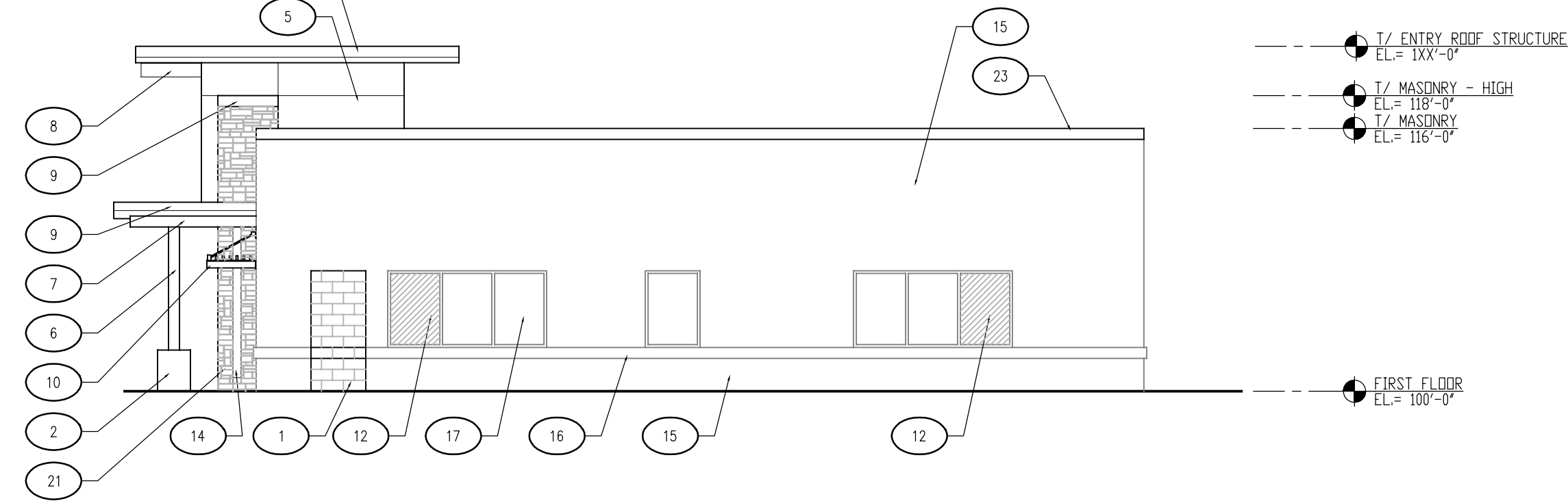
B1
400 EAST ELEVATION

1/8"=1'-0"



A3
400 NORTH ELEVATION

1/8"=1'-0"



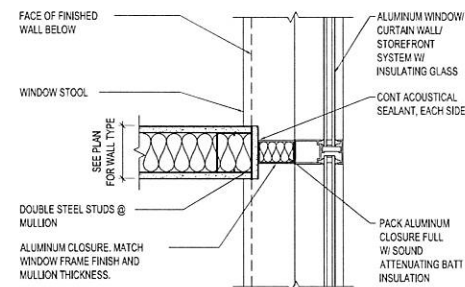
B3
400 SOUTH ELEVATION

1/8"=1'-0"

5

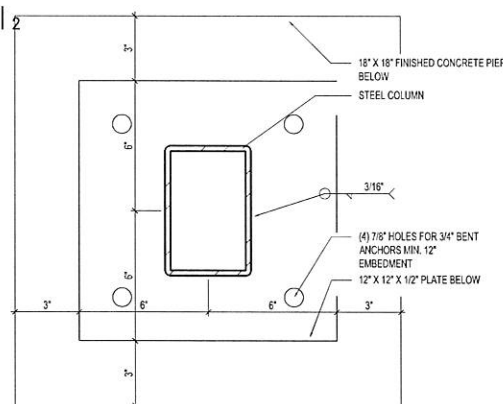
EXTERIOR FINISH MATERIALS SCHEDULE	
ITEM	
1	CMU - STYLE AND FINISH TO MATCH EXISTING
2	POURED CONCRETE WALL
3	POURED CONCRETE COLUMN BASE
4	WOOD BOARDS
5	METAL PANEL
6	WOOD COLUMN
7	STEEL FRAME CANOPY
8	STEEL STRUCTURE SUPPORT
9	METAL GRAVEL STOP
10	STEEL AND WOOD SUNSCREEN
11	WOOD BENCH
12	OPAQUE WINDOW FILM ON INTERIOR FACE
13	EXTERIOR LIGHT FIXTURE
14	GUTTER AND DOWNSPOUT
15	EXISTING CMU, PAINT CMU PER NOTES AND SCHEDULE
16	EXISTING CMU LEDGE
17	EXISTING WINDOW FRAMING SYSTEM
18	EXISTING STOREFONT SYSTEM
19	EXISTING SWING DOOR
20	BUILDING SIGNAGE, VERIFY POWER REQUIREMENTS WITH SIGNAGE CONTRACTOR
21	STONE VENEER
22	EXISTING GUTTERS AND DOWNSPOUTS
23	METAL COPING

1



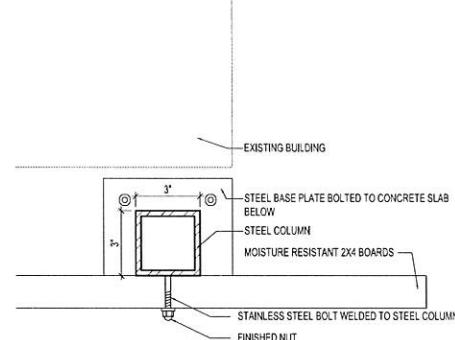
A1
600
PARTITION CLOSURE @ MULLION
1 1/2"=1'-0"

2



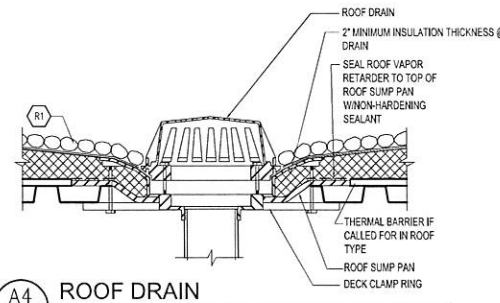
A2
600
CANOPY COLUMN
3"=1'-0"

3



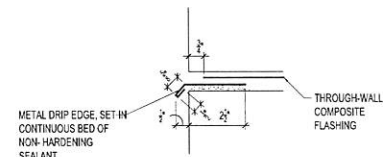
A3
600
DECORATIVE WOOD GATE
3"=1'-0"

4

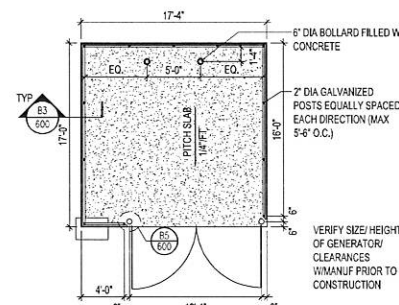


A4
600
ROOF DRAIN
1 1/2"=1'-0"

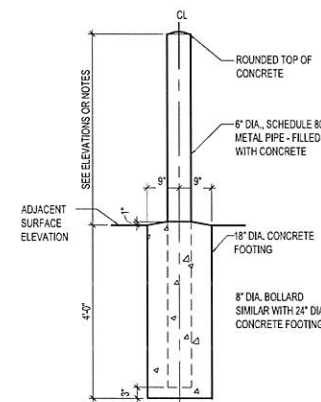
5



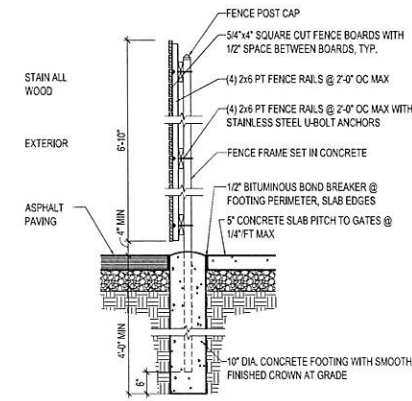
A5
600
COMPOSITE FLASHING MTL DRIP EDGE
3"=1'-0"



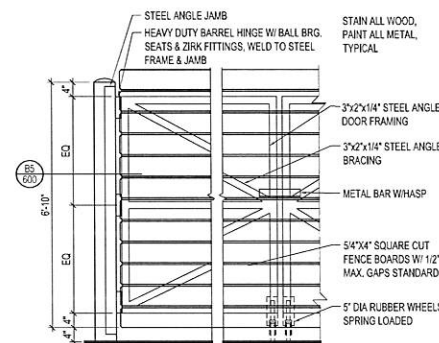
B1
600
ENCLOSURE PLAN - WOOD
1/8"=1'-0"



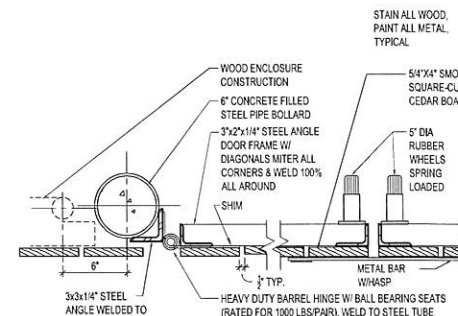
B2
600
CONCRETE FILLED PIPE BOLLARD
1/2"=1'-0"



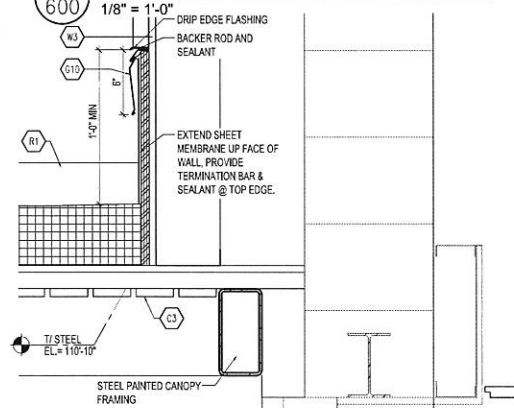
B3
600
WOOD SCREEN WALL
1/2"=1'-0"



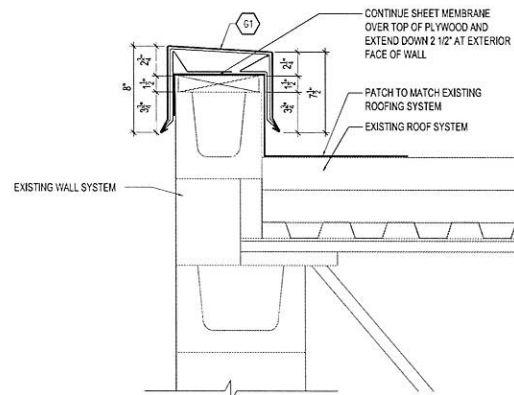
B4
600
ENCLOSURE GATE ELEVATION
1/2"=1'-0"



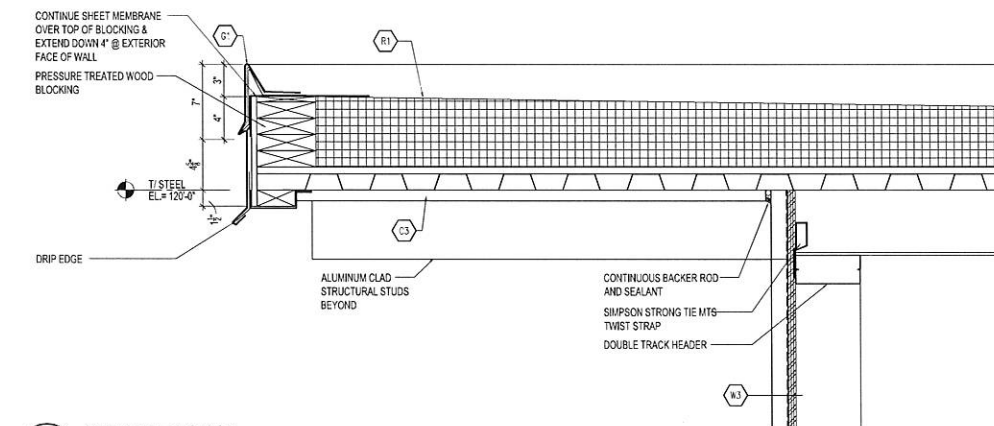
B5
600
ENCLOSURE GATE JAMB
1 1/2"=1'-0"



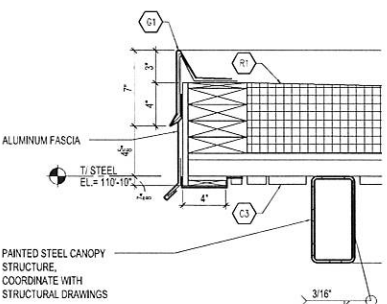
C1
600
CANOPY AT MASONRY WALL
1 1/2"=1'-0"



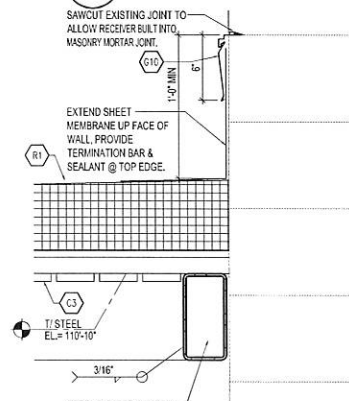
C2
600
MASONRY WALL ROOF PARAPET
1 1/2"=1'-0"



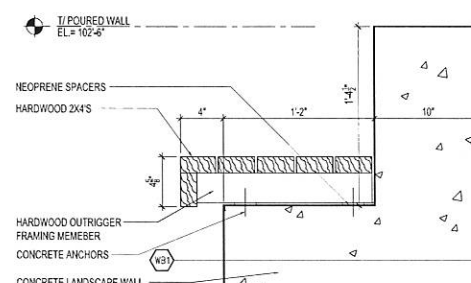
C3
600
ROOF FASCIA
1 1/2"=1'-0"



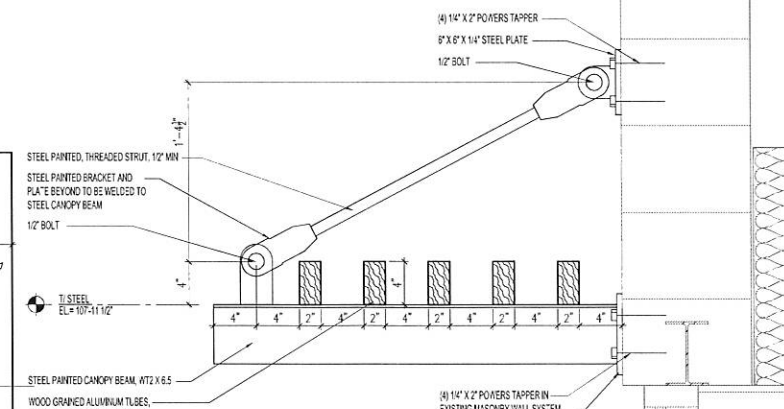
D1
600
CANOPY FASCIA
1 1/2"=1'-0"



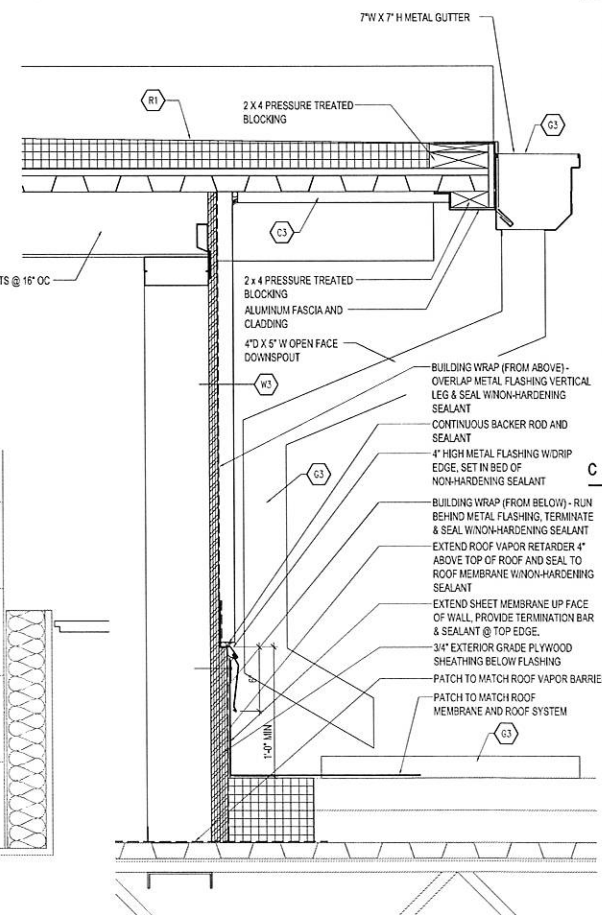
D2
600
CANOPY AT MASONRY WALL
1 1/2"=1'-0"



D3
600
BENCH
1 1/2"=1'-0"



D4
600
WINDOW SUNSCREEN
1 1/2"=1'-0"



B

FAMILY FOOT & ANKLE CLINIC
Renovation
5403 Normandy Street
Weston, WI 54476

DATE
4.1.14
SHEET NUMBER
600

D

SCALE
AS NOTED
DRAWN BY
JM/BL

brian luedtke
DESIGN GROUP

615 S. Grand Avenue
Rothschild, WI 54474
(715) 241-9042

Existing Elevations



Valerie Parker

From: Scott Tatro
Sent: Tuesday, April 22, 2014 8:50 AM
To: sluedtke@sluedtke.com; brian@brianluedtke.com
Cc: Jennifer Higgins; Valerie Parker
Subject: Family Foot & Ankle
Attachments: 890.pdf; Site Plan Review - Architectural Review 12272013 - Fillable.pdf

Importance: High

Good morning, Brian

I see that the plans for the Family Foot & Ankle building are showing changes to the exterior front facade. These exterior changes as well as any changes in landscaping will need to be submitted to and approved by the Village of Weston Plan commission. (plan attached)

Please contact Valerie Parker as soon as possible to schedule this as not to hold up your project. I have included the application form with this email, once it has been filed with Valerie I can proceed with issuing the permits.

You may contact Valerie @ 715-241-2607 or by email vparker@westonwi.gov

Thanks for your cooperation in this matter.

Shaun "Scott" Tatro

Building & Electrical Inspector

5500 Schofield Ave.

Village of Weston, Wisconsin 54476

Ph. 715-241-2620 Fax 715-359-6117

statro@westonwi.gov

LRS10801
LRS108I

Land Records
Browse

4/25/14
08:58:19

PIN 192 2808 184 0239 Village of WESTON
Parcel 62 058900 001 003 03 00 Status: **ACTIVE**
Adr 1 5403 NORMANDY ST WESTON 54476 0000
Own 1 FAMILY FOOT AND ANKL E CLINIC L L C B

General Parcel Information:

PIN.: 37 192 4 2808 184 0239 Village of WESTON
Parcel Number : 62 0589 001 003 03 00 Parcel Status: ACTIVE
Sale Date. . .: 10/30/2013 Sale Type. . : Blank
Sale Amount. .: 250,000 Transfer Tax : 750.00
Deed Type. . .: Special Warranty
Deed Reference: 1660869
MAILING ADDRESS FAMILY FOOT AND ANKLE
CLINIC LLC
2405 SCHOFIELD AVE
SUITE 110
WESTON WI 54476 0000 USA

F2=Owners F3=Exit F4=Prompt F7=Previous F8=Next F24=More
Next Record Found

LRS10801 Land Records 4/25/14
LRS108I Browse 08:58:27

PIN 192 2808 184 0239 Village of WESTON
Parcel 62 058900 001 003 03 00 Status: **ACTIVE**
Adr 1 5403 NORMANDY ST WESTON 54476 0000
Own 1 FAMILY FOOT AND ANKL E CLINIC L L C B

Parcel Descriptions:

1 Description(s) on File

Year	Acres	Front	Depth	Flood Line	Description
2013	.469				

1 PINE PARK
2 PT OF LOT 3 BLK 1
3 LOT 1 CSM VOL 78 PG 35
4 (#16686) (DOC# 1660095)
5 1660095)

F2=Assessments F3=Exit F4=Prompt F7=Previous F8=Next F24=More